

**Tokeneke Royle Building Committee**  
**Minutes - Draft**  
**Thursday, September 12, 2013**

Attendees: Deb Ritchie, Bruce Hill, Gwen Mogenson, David Genovese, Katie Stein, Jayme Stevenson, Betsy Hagerty-Ross, Morgan Whittier, Mike Lynch. The meeting was taped by Channel 79.

Ms. Ritchie called the meeting to order at 9:30 AM. Mr. Hill moved to approve the meeting agenda, seconded by Mr. Genovese and unanimously approved. Ms. Stein moved to approve the minutes from the 9/5/13 meeting, seconded by Mr. Hill and unanimously approved.

Ms. Hagerty-Ross, chair of the Board of Education and Mr. Whittier of the Board of Education Facilities subcommittee were present to respond to a letter the building committee had sent them with questions surrounding the scope of work to be done at Royle. There are no current issues related to work plans for Tokeneke.

Mr. Whittier noted that issues related to the library windows and existing HVAC could come under the directive to bring the facilities renovation up to current building codes. There are no plans to update beyond those requirements. Mr. Lynch explained that the 1996 Royle renovation was done in two phases and that could be true again. Mr. Lynch is the Facilities Director for Darien Public Schools and on behalf of the school system will decide the scope of the work as the project proceeds. The architects are being apprised of existing code deficiencies on their initial property tours.

The second question posed by the building committee was – is overall school capacity, with the proposed additions, sufficient for enrollment expectations, particularly considering The Heights and Kensett development? Mr. Whittier and Ms. Hagerty-Ross responded yes. The construction plan will add 8 new classrooms at Tokeneke, two of which will be used to move ELP out of Royle, and add 5 new classrooms at Royle. With 20 children/classroom Royle could accommodate 100 new students and Tokeneke could accommodate 80-100 new students in the second floor classrooms.

If future enrollment grows beyond current expectations, other ideas could be considered:

- Move ELP to an external location outside of the elementary schools
- Develop an additional wing at Holmes
- Some zone level re-districting might be necessary in 2-3 years.
- Will probably need portables at MMS in 2017
- DHS should be OK

Ms. Hagerty-Ross noted that the Board of Ed has not yet voted on the Ed Specs for the Tokeneke/Royle project. Superintendent Falcone is looking at education trends 5 years and 10 years out in developing the specs. The Board of Ed hopes to vote to accept these in early October.

Mr. Lynch stated that the RFPs (Request for Proposal) have been mailed to four architectural firms and they are having their on-site tours with him and a third party school representative. The building committee has scheduled October 3<sup>rd</sup> for architectural presentations.

Ms. Stein made a motion to adjourn, seconded by Mr. Hill and the meeting was adjourned at 10:25.

Respectfully submitted,  
Gwen Mogenson  
Clerk